

Spec. Code: 0699
Occ. Area: 04
Work Area: 352
Prom Line: None
Prob. Period: 6 mo.
Effective Date: 01/31/74

FOOD SERVICE CASHIER

Function of Job

Under general supervision, to be responsible for the receipt and custody of cash receipts of a food service unit.

Characteristic Duties and Responsibilities

1. collects money from customers for meal purchases
2. makes change
3. verifies charges by student employees on student meal plan
4. prepares cash reports and maintain records
5. wraps coin and currency
6. prepares menu boards
7. verifies reserve and change funds and obtains change
8. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

none

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. arithmetical ability

Food Service Cashier Revised
